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ECONOMIC INTELLIGENCE COMMITTEE

EIC-D-372
14 May 1959

MEMORANDUM FOR: EIC Subcommittee Secretaries

SUBJECT: Ch/E Clearance of ERA Contributions to EIC
and EIC Subcommittee Reports

REFERENCE: ERA Procedures, Number 2, 15 September 1958

1. There have been some recent indications that the procedure for Ch/E approval of ERA contributions to EIC reports is not fully understood by all ERA personnel. In order to clarify the procedures, the following comments are offered:

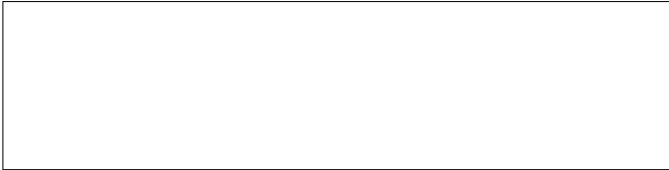
a. Contributions produced by ERA components to EIC reports or EIC Subcommittee reports are to be cleared by Ch/E, through St/PR, prior to the submission of these contributions to the EIC or EIC Subcommittee representatives. (See Referenced ERA Procedure, para. 2d.)

b. Upon completion by a subcommittee of a coordinated report, the subcommittee secretary will forward an information copy to Ch/E with an indication of the method and timing of publication intended (e.g., subcommittee working paper, subcommittee report, etc.).

c. EIC reports are cleared with Ch/E by the EIC Secretariat at the same time that EIC coordination is effected.

d. The only exception to the procedures outlined above is in connection with the production of the EIC-WG-1 Series, (Bi-weekly Report on Sino-Soviet Activities in Underdeveloped Areas), for which a special procedure has been established.

2. ERA contributions to other subcommittee activities such as priority research deficiency statements, responses to the USIB Committee on Exchanges, comments on proposed external research projects, etc., should be cleared by the ERA analyst with his branch chief. In each case the branch is responsible for determining whether or not higher echelon ERA concurrence is required.


Executive Secretary

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2 Each SC Secretary
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